

Scope of Work

RENOVATION OF THE
BATHROOM OF A
GOVERNMENT
OWNED RESIDENCE

01/29/2019

Scope of Work

1. DESCRIPTION OF SERVICES

The US Embassy, Brussels has a requirement to renovate the bathroom of a government owned property located in 1180 Uccle, Belgium. The works shall be done as per drawings and pictures, scope of work, specifications and General contract conditions. This project requires an experienced contractor to execute the job.

The contractor shall provide all labor, material, tools, equipment, supervision and other related items required to complete the project as per scope of work, specifications and attached drawings.

Contractors are advised to visit the site, to verify the existing site conditions and material specifications to develop their proposal.

2. SCOPE OF WORK

The general scope of work for the bathroom renovation can be summarized as follows (Refer drawings):

- A. Demolition and modification of the existing bathroom.
 - Cover all door openings with plastic paper to avoid dust in other areas.
 - Provide necessary dust barriers to avoid construction dust spreading into other rooms/ floors etc. wherever the dusts are exposed.
 - Remove the existing floor materials.
 - Remove bathroom furniture and mobile items.
 - Remove electrical appliances and sanitary ware.
 - If required provide proper props before any demolition of structure.
 - Demolition of wall and provide concrete support and finishing.
 - Dispose of debris.
- B. Adapt and renovate the plumbing positions as required.
 - Based on the existing pipes in the bathroom the contractor will adapt and renovate the positions of water supply and drains (cold and hot water)
- C. Make modifications for all the electrical receptacles and lights.
 - Modifications need to be made so the electrical receptacles are in the area of the wall modification.
 - Provide lighting system if required.
- D. Delivery and installation of the bathroom floor and wall tiles.
 - Delivery and installation of ceramic floor wall and floor tiles matching with the other existing toilets (material type and specification would be briefed during site visit).
 - Tiles placed in a mortar bed, thickness 10 cm (or other alternative options)

- E. Replacement of bathtub
 - Removal of existing bathtub
 - Installation of new walking shower.
- F. Remove the existing shower and Installation of new walk in shower
- G. Replacement of washbasin
 - Removal of existing washbasin
 - Installation of new washbasin.
- H. If necessary remove and installation of a new toilet.
- I. If necessary, review the existing ventilation at bathroom.

3. CONDITIONS OF CONTRACT

i. General

This is a firm fixed price job for the entire work and amount quoted shall include all work described in the attached drawings, scope of work and general condition of contract. The lump sum price quoted shall be fixed and nothing extra will be entertained on any account. Contractor's staff is subject to such restriction for entry and exit as are required by the Embassy's security requirement. Contractor's staff will be subject to security clearance as required by the Embassy.

The Contractor shall restore all surfaces disturbed by construction to match with existing finish. Any deviation from the original contract/ scope of work shall be informed to COR before work begins. No additional work or changes will be carried out without a contract modification.

ii. Responsibilities

The Contractor shall be responsible for procuring, supplying, transporting and providing all labor, materials, tools, equipment etc., required for completion of the work in all respect and as per the scope of the work.

iii. Expenses

All expenses towards mobilization at site and demobilization including bringing in equipment, workforce and materials, dismantling the equipment, clearing the site etc. shall be deemed to be included in the rates quoted by the contractor against various items of schedule of rates and no separate payment on such expenses shall be authorized.

The Contractor shall be responsible to carry out all the works required to restore the disturbed area to its original texture and color, including but not limited to plastering, painting, touch up painting, sanding, tiling etc.

The contractor shall maintain existing utilities indicated to remain and protect them against damage during the project. Damages caused by works, shall be repaired by the contractor at no additional cost to the Government. The contractor shall transport from site all debris, rubbish, and materials resulting from operations and dispose off-site on a daily basis in accordance with local regulations.

The Contractor shall employ and provide one full time engineer who has experience in carrying out such type of work to supervise the project.

The Contractor shall not proceed with next activity until the previous activity is checked and approved by COR. The Contractor shall mention all inspection dates in the schedule chart.

The Contractor shall keep the site clean and accessible to Embassy employees all time.

iv. Specifications

Work under this contract shall be carried out strictly in accordance with the specifications attached and will meet US and Local codes.

v. Execution of Work

The Contractor is advised to review the material specifications and scope of work. The Contractor should visit and walk through the site to familiarize himself with the site conditions to understand the exact quantum of work.

On award of the work, the Contractor shall submit all items below via email:

- a) Bar chart within 3 days for approval by the Contracting Officer Representative (COR). All dates and time schedule agreed upon should be strictly adhered to. The Contractor shall notify the COR in advance regarding anticipated problems through the project.
- b) Proposed start date
- c) Weekly schedule/activity plan for the duration of the project prior to the start *date*.

For dismantling/blocking or making connection to any existing services or any shut-down, the contractor shall inform the COR at least three working days in advance and proceed with the work only after the permission from the COR.

The duration of the project shall be 3-5 weeks.

vi. Materials

All materials used on this work shall be new and conforming to the contract specifications as per US and local codes.

Materials shall conform to the latest US Standards specifications as amended to date and carry certification marks. The Contractor shall submit material samples and catalogs for pre-approval.

All materials used on the project shall be approved by the Contracting Officer Representative (COR) before use. Any changes/substitutes on material shall be approved by COR before proceeding.

vii. Storage of Materials

All materials shall be stored in a proper manner protected from natural elements in order to avoid contamination and deterioration.

viii. Site clearance and cleanup

The Contractor shall clear away all debris and excess materials accumulated at the site and dispose of it away from Residence premises, maintaining a neat site condition.

On completion of the project, the Contractor shall remove all surplus materials and leave the site in a broom clean condition.

ix. Workmanship

Workers working on the site shall be skilled in their job and have related job experience.

x. Working hours

Working hours shall be 8:30 A.M. to 4:30P.M Monday to Friday. No work shall be done on Saturdays and holidays without the prior approval of the Contracting Officer.

xi. Security clearance

The Contractor shall inform and provide in writing transportation details (vehicle registration number, drivers name, and date of delivery) to the COR at least 24 hours in advance for material deliveries.

The Contractor shall give workers names at least 3 days in advance to obtain the security clearance. All the workers shall have an official photo ID or photo ID with the company name on it.

xii. Safety

The Contractor is responsible and shall continue management and implementation of a safety and health program throughout construction.

The Contracting Officer and the Post Occupational Safety and Health Officer [POSHO] reserve the right to suspend work when and where Contractor's safety and health program is considered to be operating in an inadequate or non-complying manner.

The Contractor shall provide all Personal Protective Equipment for the workers as per the requirement of the site. Work will be stopped in case the proper protection equipment is not found with the workers and the lapse of time shall be at the Contractor's expense.

The Contractor will not leave the work site in an unsafe condition or any other condition that might cause injury to personnel, damage to existing work, plants or equipment.

The Contractor will use all safety gadgets e.g. hard hats, cotton gloves and goggles as required on site to avoid the accident.

Any equipment or work considered dangerous shall be immediately discontinued.

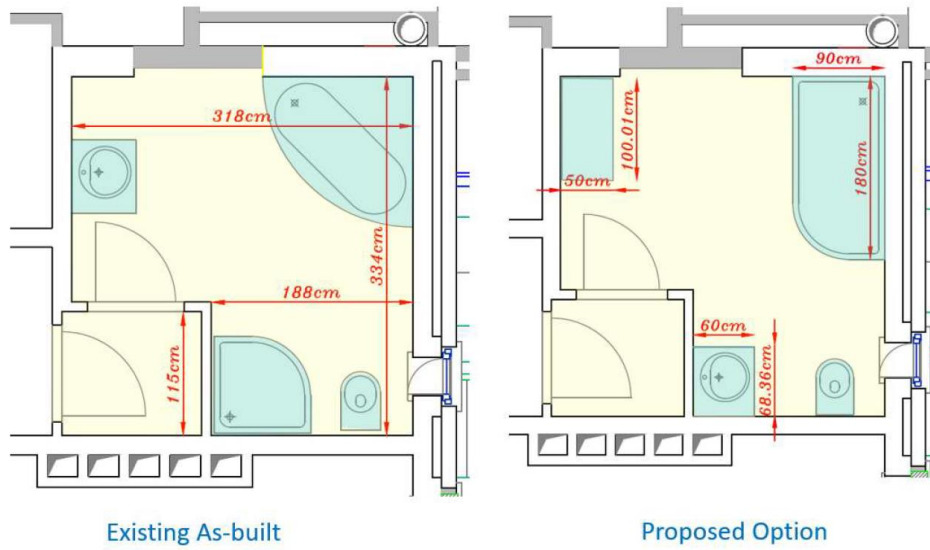
xiii. Warranty

The contractor shall guarantee that all work performed will be free from all defects in workmanship and materials and that all installation will provide the capacities and characteristics specified. The contractor further guarantees that if, during a period of three years from the date of the certificate of completion and acceptance of the work, any such defects will be repaired by the contractor at his expense.

4. SITE VISIT

A site visit can be scheduled upon request. Prospective offerors/quoters should send an email to BrusselsBids@state.gov to obtain the exact address and to arrange entry to the Residence.

5. DRAWINGS



Drawing#1- Bathroom Plan View (Existing and Proposed)

Note: Bathroom is located at first floor (+1 Floor) of the residence